

**Health and Safety Policy**

At Little Acorns, we are committed to ensuring the health, safety, and well-being of all children, staff, parents, and visitors. This policy outlines our procedures to maintain a safe and secure environment for everyone in our care.

**Aims**

* To provide a safe and healthy environment for children, staff, and visitors.
* To identify and minimise potential risks through regular assessments.
* To promote good hygiene practices and prevent the spread of illnesses.
* To comply with all relevant health and safety legislation and statutory requirements.

**Risk Assessment & Premises Safety**

* Regular risk assessments are conducted to identify and reduce hazards.
* All indoor and outdoor spaces are checked daily to ensure they are safe for use.
* Equipment and toys are regularly inspected, cleaned, and maintained.
* Fire exits and emergency escape routes are kept clear at all times.

**Safeguarding & Supervision**

* Children are supervised at all times by appropriately trained staff.
* Staff follow safeguarding procedures in line with statutory guidelines.
* Access to the preschool is restricted to authorised individuals only.
* Visitors must sign in and adhere to our safety protocols.

**Health & Hygiene**

* Children are encouraged to wash their hands regularly, especially before eating and after using the toilet.
* Toilets and changing areas are cleaned frequently.
* Staff follow strict procedures for handling food to prevent contamination.
* Sick children must adhere to exclusion periods outlined in our Illness Policy.

**Food Safety & Allergies**

* Meals and snacks meet nutritional guidelines and adhere to dietary requirements.
* Parents must inform the preschool of any allergies or intolerances.
* Staff are trained to handle allergic reactions and emergency procedures.

**Accident & Emergency Procedures**

* Staff are trained in first aid, and first aid kits are readily available.
* Any accident is recorded and reported to parents by email.
* In case of a serious incident, emergency services will be contacted immediately.
* Parents must provide up-to-date emergency contact details.

**Fire Safety**

* Fire drills are conducted regularly to ensure children and staff know evacuation procedures.
* Fire alarms, extinguishers, and emergency exits are inspected routinely.
* Staff are trained in fire safety protocols and evacuation procedures.

**Security & Child Collection Procedures**

* Only authorised individuals may collect children from preschool.
* If an unknown individual arrives for pick-up, staff will verify identity before release.
* The preschool premises are securely locked during operational hours.

**Staff Responsibilities**

* All staff receive regular training in health and safety procedures.
* Staff must report any hazards or concerns immediately.
* Policies are reviewed periodically to ensure compliance with safety regulations.

We appreciate your cooperation in helping us maintain a safe and healthy preschool environment.